City of Tempe
P. O. Box 5002
31 East Fifth Street
Tempe, AZ 85280
www.tempe.gov

Development Services Department
Building Safety Division

Tempe

CARPORT/GARAGE CONVERSION TO LIVABLE, ROOM ADDITION, OR PATIO ENCLOSURE

Building Permit Required: The current UBC (Uniform Building Code) as adopted by the City of Tempe requires that a building permit be obtained before converting a carport/garage to livable space, enclose a patio, or add a room.

BUILDING PERMIT REQUIREMENTS:

A. Project Submittal Form (completed by the applicant) to include:

[ ]	Project name/address	[ ]	Applicant's name
[ ]	Applicant's phone #	[ ]	Description of work
[ ]	Applicant's signature	[ ]	Estimated Cost of Project

B. Construction plans (two sets) to include:

[ ] Site Plan (dimensioned) Show the proposed location, size, and setbacks for the proposed enclosure or room addition. Dimension and show all buildings on the site. Include dimensions to property lines and between all existing buildings.

[ ] Parking Show off-street parking for two cars (one car if house is pre-1976) on a approved surface if enclosing a carport/garage to livable. This space must be behind the front yard setbacks. Your driveway does not constitute a legal parking space unless you have a full 18 feet between the front yard setback limit and the front of your garage. You must provide the paved parking space prior to converting the garage or carport to livable.

[ ] Footing Plan Show footings in plan view for all **new walls and columns** and provide details of depth, width, reinforcing bar, etc.

[ ] Floor Plan (scale ¼"=1') Show room sizes, window/door locations, light/receptacle locations, heating and cooling plan, smoke detector locations, landings, at exit doors, etc. **Show all existing rooms adjacent to the addition with all window sizes, locations and whether the windows open.** This is necessary to ensure compliance with emergency egress from bedrooms and compliance with ventilation and lighting requirements for all rooms.

[ ] Roof Framing Plan (scale ¼"=1') Show joist and rafter sizes, grade and species of material, spans and spacing. **An "Approved Fabricator" must supply prefabricated trusses and a licensed Engineer must seal all truss calculations.**

[ ] Elevations Provide elevations of all views affected. Dimension overall height, windows and doors, and if required, show locations and area of attic ventilation.

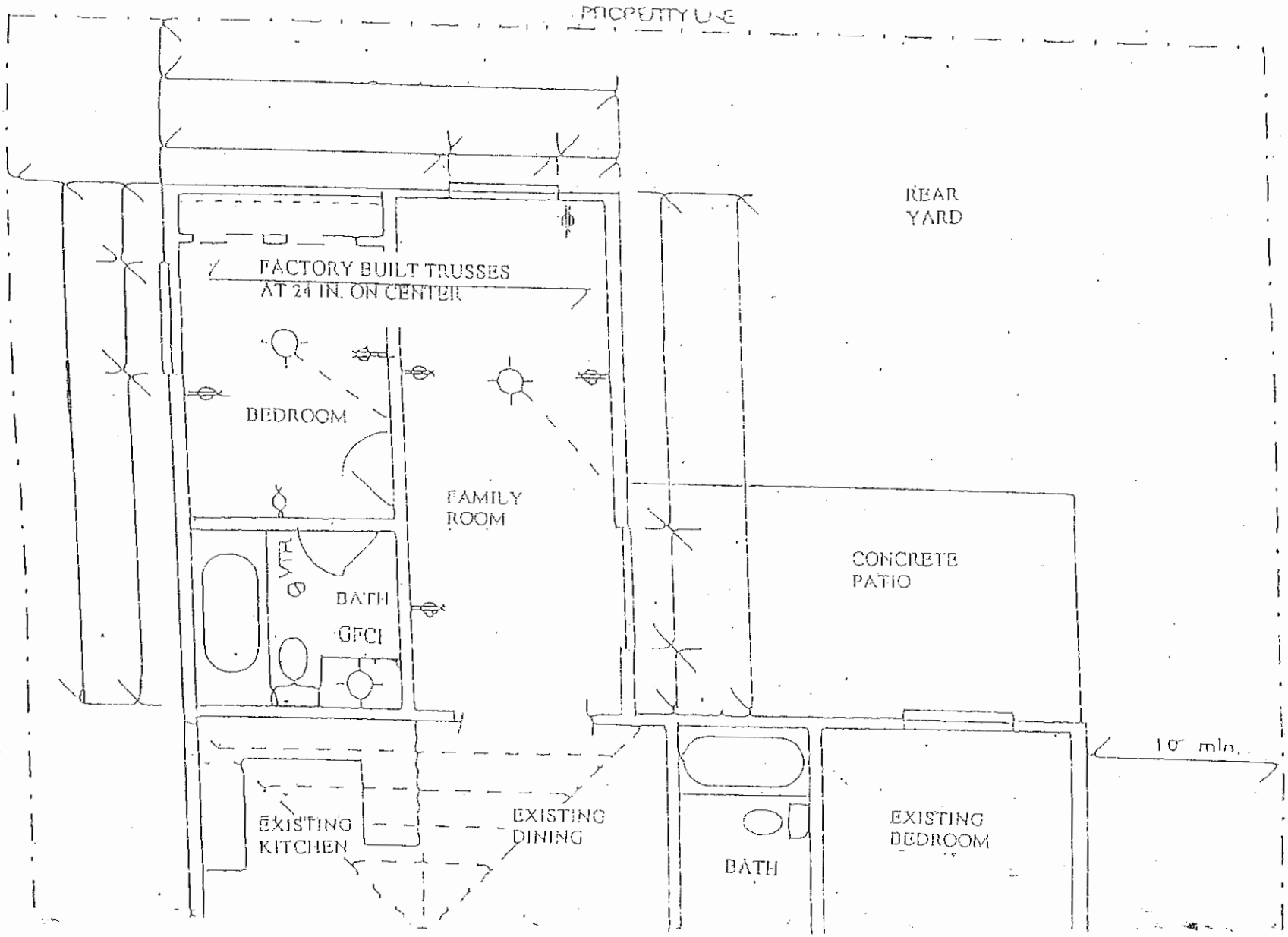
[ ] Sections and Details Show all materials of construction and all structural details and connections; footing size and depth; wall to footing connection (anchor bolts, expansion anchors, column anchors, hold-downs, etc.); wall details including sole plate materials (treated or foundation grade cedar or redwood); stud size and material; siding with moisture barrier, if required; hold-down fastener at top plate; roofing material; and interior covering (drywall, wood paneling, etc.).

C. General Requirements

1. Means must be provided to heat a habitable room-defined as any room that **may** be used for living, sleeping, eating or cooking and over 70 square feet.
2. All habitable rooms as defined above shall have receptacles installed per the National Electric Code. Generally this means that receptacles must be installed along all walls so that they are not further apart than 12'. Bathrooms must be provided with a dedicated 20 amp GFCI receptacle circuit.
3. Natural lighting and ventilation must be provided. If the addition or enclosure eliminates natural lighting and ventilation to an existing room, means to replace the lighting and ventilation to the interior room shall be through the addition of additional windows, skylights, wall removal, etc.
4. Required egress from the existing bedrooms may not be limited. Such egress must be directly to the outside and must be at least 5.7 square feet with a minimum height of 24" and minimum of 20". Sill height shall be no higher than 44".
5. Low flow plumbing fixtures must be specified if you are adding a bathroom.
6. Gas water heaters and gas furnaces may not be located in a bedroom or bedroom closet.
7. No addition may be built over a utility easement.

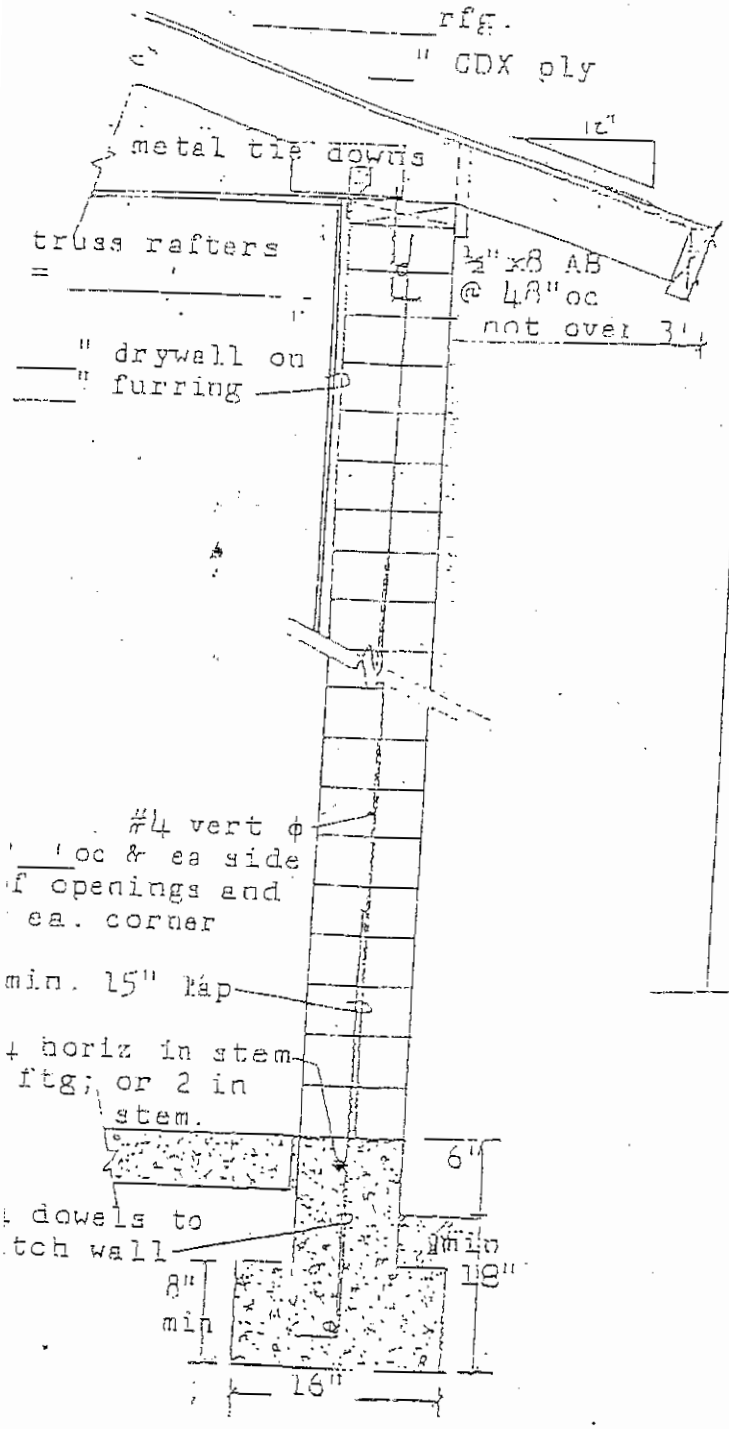
BASEMENTS, BEAM SPANS OVER 20 FEET, HEADERS OVER LARGE OPENINGS, 2ND STORY ADDITIONS, RAFTERS MATERIAL SIZES THAT DO NOT MEED UBC SPAN TABLES, MANUFACTURED TRUSSES AND OTHER STRUCTUREAL REQUIREMENTS AS DETERMINED BY THE PLAN REVIEWER MUST BE DESIGNED BY AN ARIZONA REGISTERED ENGINEER OR ARCHITECT, PLANS REQUIREING A STRUCTURAL REVIEW MUST BE SUBMITTED FOR A STAND REVIEW PROCESS.

REV. 4/2/01

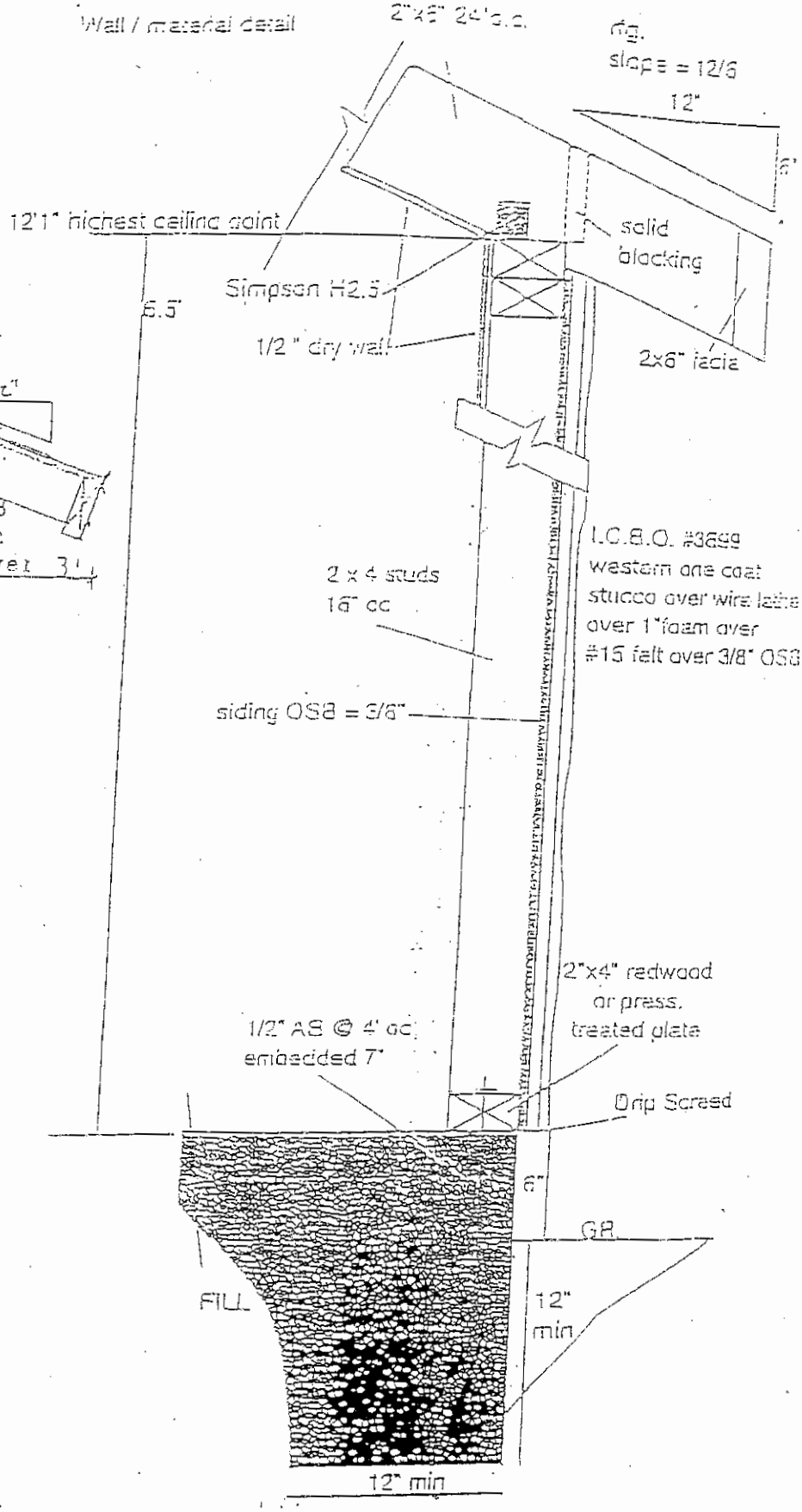

PROPERTY LINE
REAR YARD
FACTORY BUILT TRUSSES AT 24 IN. ON CENTER
BEDROOM
FAMILY ROOM
OVER
BATH
GFCI
CONCRETE PATIO
10' min.
EXISTING KITCHEN
EXISTING DINING
BATH
EXISTING BEDROOM

MATERIAL SPECIFICATIONS

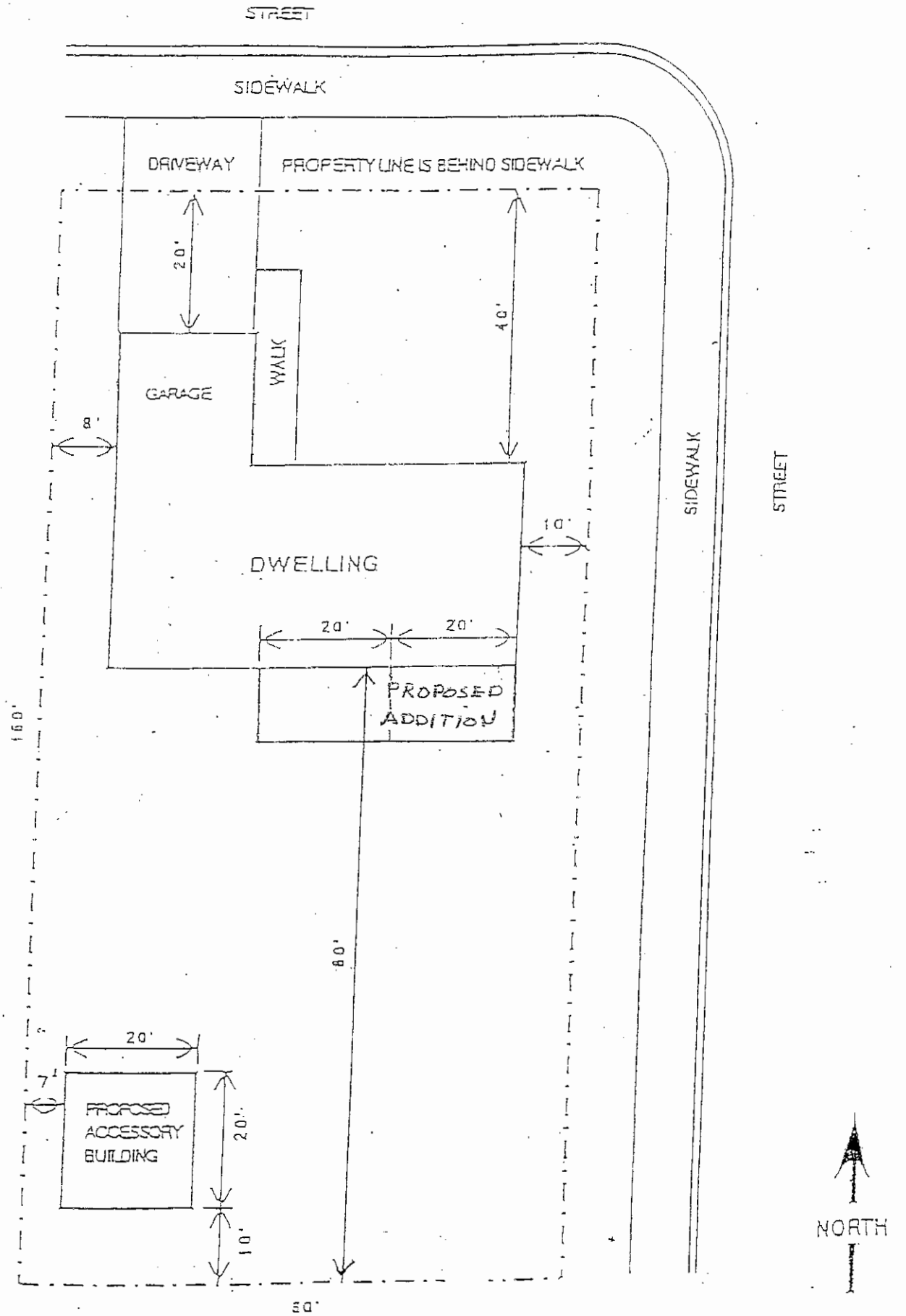
Concrete: fc' =2000 psi
Reinforcing steel ASTM A-616-60 Grade 40
Anchor bolts ASTM A 307-68 Grade A
Masonry units ASTM C-90-70
Mortar Type M or S
Grout = fc' 2000 psi



Wall / material detail



Stucco: UBC 47F
Framing Lumber: Species _____
Grade _____
Plywood-UBC 2518-7
Glu-lam beams, columns: UBC 2511


STREET
SIDEWALK
DRIVEWAY
PROPERTY LINE IS BEHIND SIDEWALK
20'
40'
WALK
GARAGE
8'
DWELLING
10'
20'
20'
PROPOSED ADDITION
160'
80'
SIDEWALK
STREET
20'
7'
PROPOSED ACCESSORY BUILDING
20'
10'
80'
NORTH